

Minutes – Summer FAC Planning Meeting
August 5, 2016

Attendees: Mindy McHardy, Helen Yoxon, Nancy Graham

1. Annual report:

- To be shared with the Board of Directors – when? By Whom?
- Posted on the website's FAC page?

Plan: Helen to share report with Megan Wright for approval and clarification of next steps.

2. Membership:

- Retiring members to stay on until January meeting
- Plan to have retiring members give advice to new members (each to give a 5 min. presentation at September & November meetings) & to write a collaborative report detailing future workplan directions.
- New members – no specific orientation is required.

Plan: Mindy to contact retiring members in August to discuss plans. Mindy will also contact existing members to verify their interest in continuing with FAC.

3. Priorities for the upcoming year:

- To be shared with Megan Wright for her approval.

Plan: Helen to share with Megan for approval/suggestions.